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DDA Registry
File Liaison 1

Frame of Reference of the Joint Working Group

John F. Blake

Deputy Director for Administration

Room 7D-24, Headquarters

DDA 76-4174

5454

20 August 1976

DA QA/QC: 10/17/00.

SY

DDO
Room 7E-26

Bill:

25X1C

Attached is a copy of the "Frame of Reference of the Joint Working Group" to back up the work of the State/CIA [REDACTED] Steering Group. It has been coordinated and received the concurrence of Erich. I have sent a copy to John Thomas for him to check out with Larry. I do think we are making good progress.

/s/ John F. Blake

John F. Blake

Att:

Distribution:

Orig RS - DDO u/cy Att

1 RS - SSA-DDA

~~1 RS - DDA Subject~~

1 RS - DDA Chrono

1 RS - JFB Chrono

DDA:JFB:der (20 August 1976)

Ref: DDA 76-4173 (Ltr to John Thomas, Asst. Secretary for Administration, Dept. of State, dtd 20 August 1976, Same Subject w/Enclosure (Frame of Reference of the Joint Working Group)

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FRAME OF REFERENCE OF THE
JOINT WORKING GROUP

1. The purpose of the Working Group is to facilitate the implementation of decisions which have been made by the Steering Group. This will be accomplished through the normal administrative procedures of the Department of State and the Central Intelligence Agency.

2. The representatives of the Working Group will report to the Steering Group through their principals. The representative of the Department will report through the Assistant Secretary for Administration. The representative of the Agency will report through the Deputy Director for Administration. The representatives will assure appropriate coordination of all actions within their respective organizations.

3. The representatives will be empowered to task components within their parent organizations for support and assistance when needed.

4. If differences appear, and if they cannot be reconciled through normal coordination, the representatives will refer the matter to their principals for resolution or referral to the Steering Group.

5. The Working Group will be instructed to seek clarification from the Steering Group when necessary, and may itself submit proposals to the Steering Group for consideration.

6. The Working Group will keep records of its activities and will submit progress reports to the Steering Group if requested.

E2 IMPDET

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CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

August 20, 1976

The Honorable John M. Thomas
Assistant Secretary of State
for Administration
Department of State
Washington, D.C. 20520

Dear John:

Enclosed is the "Frame of Reference of the Joint Working Group" which we spoke about on the telephone yesterday, the 19th. This Agency stands completely behind it.

Sincerely,

25X1A


John F. Blake

Enclosure

Distribution:

Original - Adse w/Orig of Enclosure

1 - SSA-DDA w/cy enc

1 - DDA Subject w/cy enc

1 - DDA Chrono w/encl

1 - JFB Chrono w/o encl

DDA:JFBlake:der (20 August 1976)

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§ 5b(1), (2), (3) or (4) (check one or more)	
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Date Impossible to Determine	
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